

Quotation Request //

US Government Publishing Office

Southeast Region
infosoutheast@gpo.gov
Washington DC 20401-0000

JACKET:724-309 S

Quotations are Due By:
(Eastern Time)11:00 AM on 06/12/2023

Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>
Contractor must provide mandatory W-9 form before GPO makes payment.

Bidders must enter quote price for each jacket. Award will be made based on the lowest total bid for all jackets.

Jacket	Requisition #	BAC	Copies	Title
724-309	3-00504	4163-18	150,000	FAST FACT CARDS ENGLISH (5 CARDS)
724-311	3-00505	4163-18	30,000	FAST FACT CARDS SPANISH VERSION (6 CARDS)

TITLE: FAST FACT CARDS ENGLISH (5 CARDS)

QUANTITY: 150000 Total Copies of Five (5) Different Forms (30,000 each) for Jacket 724-309

- Item 1: Protecting Yourself from Heat Stress
- Item 2: Protecting Yourself from Cold Stress
- Item 3: Protecting Yourself from Sun Exposure
- Item 4: Protecting Yourself from Poisonous Plants
- Item 5: Protecting Yourself from Ticks and Mosquitoes

30,000 Total Copies of Five (6) Different Forms (5,000 each) for Jacket 724-311

- Item 1: Heat Stress (Spanish)
- Item 2: Cold Stress (Spanish)
- Item 3: Sun Exposure (Spanish)
- Item 4: Stinging Insects (Spanish)
- Item 5: Poisonous Plants (Spanish)
- Item 6: Ticks and Mosquitoes (Spanish)

NOTE: JACKETS 724-309 AND 724-311 ARE STRAPPED AND WILL BE AWARDED TOGETHER.
Contractors must quote each and all jackets separately. Failure to do so will be grounds for declaring contractor non-responsive.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote (<https://contractorconnection.gpo.gov/OpenJobs.aspx>). Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to (404) 605-9160.

Specifications apply equally to both Jackets and all Items unless otherwise indicated.

TRIM SIZE: 4-1/4 x 11"

PAGES: Face and Back

SCHEDULE:

Furnished Material will be available for pickup by 06/12/2023

Deliver complete (to arrive at destination) by 07/10/2023

F.O.B. destination

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail to Nathanael Brown (wti5@cdc.gov) and GPO Southeast Region (infosoutheast@gpo.gov)). The subject line of this message shall be "Distribution Notice for Jacket XXX-XXX, Req X-XXXXX". The notice must provide all applicable tracking numbers, shipping method, and title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

Forms print full color matter via 4-color process with full and/or uncommon bleeds on head, left & right margins (face image) and left, right & foot margins (back image).

NOTE: At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level III standards are maintained. Final output must be wet ink, pigment-based with a minimum of 175-line screen. Dry ink/toner and inkjet printing are not acceptable. Output must be at a minimum resolution of 2400 x 2400 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable.

MATERIAL FURNISHED: Contractor to receive. .

- Purchase Order will be emailed to the contractor at time of award.

- Print files (see "ELECTRONIC MEDIA") will be emailed or available for download from a Government-hosted SFTP service. Appropriate log-on instructions and protocol will be provided by the Government at time of award.

ELECTRONIC MEDIA:

- PLATFORM: Unknown

- SOFTWARE: ADDITIONAL SYSTEM TIME MAY BE REQUIRED. Five PDF files (one for each item) will be provided. NOTES: 1) Files are setup on 4-3/4 x 11-1/2" page size (no crop marks indicated) and may not provide for adequate bleed margins. IF NECESSARY, contractor to create bleed margins for 4-1/4 x 11" trim size or under-trim (contractor's choice). 2) Contractor to create page layout to image as specified (trim size, bleed margins).

- COLOR: Identified as CMYK.

- FONTS: All fonts are Embedded and/or Embedded Subset.

- OUTPUT: High resolution (175 line screen) output required.

ADDITIONAL INFORMATION:

- Contractor must have the ability to edit PDF files (when furnished by the Government).

- Contractor is not to request that electronic files provided be converted to a different format. If contractor wishes to convert files to a different format, the final output must be of the same or higher quality and at no

additional cost to the Government.

- The contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor's archive immediately after completion of the contract.
- Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number and revision date, carried in the electronic files, must not print on the finished product.
- Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file image processing must be reported to your contract administrator.
- The contractor shall create/alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.
- When PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.
- Upon completion of this order, the contractor must furnish final production native application files (digital deliverables) and one "press quality" PDF file with the furnished media. Storage media must be MAC/PC compatible. The digital deliverables must be an exact representation of the final product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, any proprietary file formats other than those supplied, unless specified by the Government.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order JCP Code* O90, White Printable Plastic Film (Synthetic Paper)**, Basis Size 20 X 26", 15.7 mil (144# Cover)

**** ABSOLUTE EQUAL TO YUPO STOCK.** Teslin, Polyart, and other brands of Synthetic Paper are NOT acceptable for this procurement.

COLOR OF INK:

4-color process

NOTE: Inks must be formulated for printing on synthetic stock. Inks must dry adequately and not smear or rub off.

PRINT PAGE: Head to Head

MARGINS:

Follow file setup* - full and/or uncommon bleeds on head, left & right margins (face image) and left, right & foot margins (back image). *See "ELECTRONIC MEDIA" for additional information.

PROOFS:

Deliver the following proofs(*) to the department on or before June 20, 2023.

Contractor is responsible for all costs incurred in the delivery and pickup of proofs. All proofs will be withheld not longer than 3 workday(s) from date of receipt by the Government** to date proofs are MADE AVAILABLE FOR PICKUP by the contractor. It is the responsibility of the CONTRACTOR to make the

necessary pickup arrangements when notified that the reviewed proofs are available. If an overnight delivery carrier (i.e. UPS or Fed Ex) is to be used, contractor MUST include a fully completed return airbill (prepaid by the contractor) with the delivered proofs.

****NOTE:** The date of receipt by the Government is NOT considered the first workday.

Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval. Contractor must not print prior to receipt of an "OK to print".

(*) **PAPER SAMPLE:** At the same time as submission of the proofs, submit a minimum of two 8-1/2 x 11 blank sheets of the actual paper to be used in the production of the contract requirements to each proof address. Each sample must be of the kind and quality required by the specifications. The Government will rely on the samples only as a reference to the general appearance of the stock that will be provided by the contractor in conformance to the specifications. The Government assumes no contractual obligation to perform any inspection and test for the benefit of the contractor. The Government's failure to inspect and accept or reject the paper samples shall not relieve the contractor from responsibility, nor impose liability on the Government, for nonconforming paper.

IF PRINTING VIA OFFSET PRINTING:

(*) **CONTENT PROOF:** Two complete sets of digital color CONTENT proofs (For Each Jacket) created using the same Raster Image Processor (RIP) that will be used to produce the product. Proof shall be collated with all elements in proper position (not pasted up), imaged face and back, and trimmed to the finished size/format of the product.

(*) **INKJET PROOF:** Two sets of INKJET proofs (For Each Jacket) that are G7 profiled and use pigment-based inks. A proofing RIP that provides an option for high quality color matching (such as Device Links Technology and/or ICC Profiles Technology), and meets or exceeds industry tolerance to ISO 12647-7 Standard for Graphic Technology (as of 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8 solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

IF PRINTING VIA WET INK DIGITAL PRINTING:

(*) **ONE-OFF PROOF:** Two sets of digital color ONE-OFF proofs (For Each Jacket) on the actual production stock. Proofs must be created using the same output device that will be used to produce the final

printed product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, and trimmed to the finished size/format of the product. Proof will be used for color match on the press throughout the production run.

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BINDING:

Trim 4 sides. Round the TOP left and right corners only.

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PACKING:

Pack and identify each item separately. Shrink-wrap in units of 100 copies. Pack suitable per shipping container to ensure forms are not damaged in transit.

Clearly mark boxes with title, contents, quantity, contractors return address, purchase order number, and applicable stock number (see below):

Jacket 724-309

Item 1 - Protecting Yourself from Heat Stress: 2010-114 CDC - 220059

Item 2 - Protecting Yourself from Cold Stress: 2010-115 CDC - 220060

Item 3 - Protecting Yourself from Sun Exposure: 2010-116 CDC - 220061

Item 4 - Protecting Yourself from Poisonous Plants: 2010-118 CDC - 220063

Item 5 - Protecting Yourself from Ticks and Mosquitoes: 2010-119 CDC - 220064

Jacket 724-311

Item 1 - Heat Stress: 2010-114Sp CDC - 220902

Item 2 - Cold Stress: 2010-115Sp CDC - 221167

Item 3 - Sun Exposure: 2010-116Sp CDC - 220903

Item 4 - Stinging Insects: 2010-117Sp CDC: 221168

Item 5 - Poisonous Plants: 2010-118Sp CDC: 220904

Item 6 - Ticks and Mosquitoes: 2010-119Sp CDC: 221169

NOTE: ALL shipments delivering to ALTOONA, PA 16601 require the following:

1. Each package must be labeled with the following information:
 - a. Publication (stock) number
 - b. Quantity per carton
 - c. Title
 - d. Return address of contractor
 - e. Purchase order number and/or jacket number
2. Shipment must contain a packing slip with the following information:
 - a. Publication (stock) number
 - b. Total number of pieces shipped for each item
 - c. Total number of cartons shipped for each item
 - d. Contractor information and point of contact
 - e. Purchase order number and/or jacket number
3. Individual carton weight cannot exceed 45 pounds.
4. Materials delivered on pallets cannot exceed the height of 54 inches.
5. Materials delivered on pallets must have a bill of lading.

The exact count is required for 1B & 2B. Cartons will be weighed and counted upon arrival. If ANY of the requirements above are not fulfilled, the shipment may be refused upon delivery at the contractor's expense!

NOTE: All shipping cartons require a carton label. Noncompliance with the labeling and marking specifications on this order may be cause for the Government to reject the shipment at destination and return it to the contractor at his/her expense. The Government may, at its option, relabel and/or remark in accordance with the specifications and charge all costs to the contractor. There will be a minimum charge of \$50.00 per order (per Jacket) for all labeling and marking corrections that are made by the Government due to the contractor's failure to label/mark all cartons per specifications and Contract Terms.

DISTRIBUTION:

Deliver* one set of proofs and paper samples (For Each Jacket) to: Nathanael Brown (301-458-4583), 7965 Meridian Drive, Pasadena Maryland 21122. NOTE: This is a residential address.

Deliver* one set of proofs and paper samples (For Each Jacket) to: Vanessa Williams (513-533-8343), 3528 Lumford Place, Cincinnati, OH 45213. NOTE: This is a residential address.

*NOTE: All proofs must be delivered via UPS or FedEx. USPS delivery will not be accepted.

Deliver ALL copies to: NPC Publication Distribution Center, 700 North Third Avenue, Altoona, PA 16601. POC: Michael Bingham, Edward Musselman, NPC Inc. (866-377-8225). NOTE: Contractor MUST contact Edward Musselman at 866-377-8225 at least 48 hours in advance to schedule any freight deliveries between the hours of 8:00AM and 3:00 PM, Monday through Friday. See "PACKING" for additional information.

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail to Nathanael Brown (wti5@cdc.gov) and GPO Southeast Region (infosoutheast@gpo.gov)). The subject line of this message shall be "Distribution Notice for Jacket XXX-XXX, Req X-XXXXX". The notice must provide all applicable tracking numbers, shipping method, and title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards -- The specified standards for the attributes requiring them shall be:

ATTRIBUTE	SPECIFIED STANDARD	ALTERNATE STANDARD*
P-7. Type Quality and Uniformity	Approved Proofs	File Setup
P-10. Process Color Match	Approved Proofs	File Setup

*In the event that the Specified Standard is waived, the Alternate Standard will serve as its replacement.

NOTE: Prior to award, contractor may be required to provide information related to specific equipment that

will be used for production.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

PAYMENT: Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

Vendors are expected to submit invoices within 30 days of job shipping/delivery.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

Attachment(s): NONE